

SF-GOOD-60

REQUEST FOR QUOTATION
(53.9 "Small Value Procurement")

Philippine Duplicators Inc.
Philcopy Corp.
Copylandia Office Systems Corp.
Ceejay's Enterprises

Date: January 31, 2023
 Quotation No.: 2152R
 Place of Delivery: City General Services Office

Please quote your lowest price on the items listed below, subject to the General Conditions on the Philippine Bidding Documents on Goods, stating the shortest time of delivery and submit your quotation duly signed by your representative **on or before February 6, 2023 at 10:00 a.m.**

ATTY. ALEXANDER ERIC F. ELIAS
BAC-Chairperson

Note: ALL ENTRIES MUST BE TYPEWRITTEN / LEGIBLY WRITTEN.

1. DELIVERY PERIOD **TWENTY (20) CALENDAR DAYS**
2. WARRANTY SHALL BE FOR A PERIOD OF THREE (3) MONTHS FOR EXPENDABLE SUPPLIES, ONE (1) YEAR FOR NON-EXPENDABLE SUPPLIES, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (30) CALENDAR DAYS.
4. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION, IF AVAILABLE.
5. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED.
6. **INDICATE BRAND NAME OF ITEMS BEING OFFERED.**
7. **DROP YOUR QUOTATION IN A SEALED ENVELOPE AND PROPERLY LABELED-**
8. **Bidders are requested to submit PHILGEPS REGISTRATION NUMBER/ PHILGEPS PLATINUM CERTIFICATE, OMNIBUS SWORN STATEMENT AND BUSINESS/MAYOR'S PERMIT**
9. **Downloaded Form must be duly signed by BAC Chairman prior to submission for the opening of bidding documents.**
10. **For Tires and Batteries, ONE (1) YEAR WARRANTY**
11. **Bidders are required to indicate unit price per item, type written or legibly hand-written.**

ITEM NO.	ITEM & DESCRIPTION	BRAND NAME	QTY	Unit	UNIT PRICE	TOTAL
1.	PHOTOCOPIER MACHINE Productive: 28 to 50 pages per minute. Efficient: applications for personalised settings. Time-saving: (colour) scan and distribute in a single step. Professional: finishers, Super G3/IP fax, IPDS/Postscript®3™ options. Secure and flexible: data protection and handling of various media types. Copying process: Single laser beam scanning & electrophotographic printing Copy speed: 28/33/40/50 copies per minute Resolution: 600 dpi Warm-up time: 22 seconds First output speed: 4.5/4.5/4.1/3.5 seconds Memory: Maximum: 768 MB + 40 GB HDD Paper input capacity: Maximum: 3,100/3,100/4,400/4,400 sheets Paper output capacity: Maximum: 1,625/1,625/3,625/3,625 sheets Paper size: A5 - A3 Paper weight: 52 - 157/157/220/220 g/m² Dimensions (W x D x H): MP 2851/3351: 570 x 653 x 709 mm MP 4001/5001: 670 x 677 x 910 mm Weight: Less than 65/65/85/85 kg Power source: 220 - 240 V, 50 - 60 Hz Power consumption: Operation: Less than 1.4/1.4/1.5/1.5 kW		1	UNIT		

Purpose: For official use of DEPED, this city

Brand and Model : _____
Delivery Period : _____
Warranty : _____
Price Validity : _____

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Printed Name / Signature

Tel. No. / Cellphone No.
e-mail address

Date